An Economically Disadvantaged Woman-Owned Small Business

GSA Contract GS-10F-0046R
Professional Services Schedule (PSS), Recovery 899-1RC and 899-3RC
Federal Supply Group 00CORP

Contract Period October 26, 2019–October 25, 2024
Price list current as of Modification # PO-0030 effective October 26, 2019

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address GSA Advantage! is: GSA Advantage.gov.

For more information on ordering from Federal Supply Schedule click on the FSS Schedules button at fss.gsa.gov
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- **PRICE LIST**
- **EDUCATION AND EXPERIENCE**
- **YOU OBTAIN THE SKILLS AND EXPERIENCE OF JUDITH LEE**
- **GSA AWARDED TERMS AND CONDITIONS**
Meet Judith Lee
President/Senior Analyst of Environmental Planning Strategies, Inc.

*Environmental Planning Strategies, Inc.* is fully committed to the highest quality NEPA and environmental planning products and service, from the smallest EA and Categorical Exclusion to the most complex, controversial and multiple-agency EIS. My analyses are well documented and clear, understandable, and well written. I am flexible and innovative and will integrate my skills and knowledge with your agency’s or company’s needs, using the powerful process of Integrated Planning and Review.

- Environmental Planning Strategies, Inc. has professionally served clients in their NEPA and environmental planning consulting, training, public involvement, and conflict avoidance and resolution needs since 1994.

- Using and teaching the company’s unique Facilitated Planning/NEPA Approach, Judith Lee, President, facilitates interdisciplinary teams and inter-organizational coordination, resulting in productive engagement of agency interdisciplinary staff and managers, well-supported and effective alternatives and mitigation and long-term positive inter- and intra-agency relationships.

- She manages, coordinates, assists in analysis, and prepares NEPA Environmental Assessments, Environmental Impact Statements, and categorical exclusions, integrating analyses and compliance with laws and regulations, avoiding needless controversy, and conducting cumulative impact analyses.

- Environmental Planning Strategies’ adaptive and highly tailored public involvement strategies get to the heart of peoples’ concerns, and encourage effective and creative resolutions. Dynamic and interactive training and workshops are nationally recognized for their quality and direct application to the workplace.

- My facilitation and conflict-resolution skills have been used to great and long-lasting advantage by many agencies. No NEPA document managed and prepared by Environmental Planning Strategies has been litigated to date.

- Four branches of the Department of Defense, including major weapons system acquisition programs and Integrated Natural Resources Management Plans (INRMPs)

- USDA Forest Service, Wildlife Services, and APHIS

- Federal Highway Administration and state Departments of Transportation

- US Fish and Wildlife Service

- US Environmental Protection Agency (Office of Federal Activities and Regions)

- Bureau of Indian Affairs
I have background and experience in many environmental sectors across the country, where I apply Informed Facilitation to environmental planning, NEPA, environmental document review, and highly-tailored training and workshops, including:

- Silviculture and forestry
- Wildlife management
- Range conservation and management
- Military construction
- Department of Defense major weapons system acquisition
- Wildlife damage management
- Invasive species management
- Mining
- Transportation
- Fisheries management (oceanic and freshwater)
- Endangered species management
- Renewable energy

**Environmental Planning Strategies, Inc.** partners with **Pathway Consulting Service, LLC** to provide comprehensive skills and experience to agency staff, especially for Federal Special Use Permits, renewable energy, hydropower, and broadband projects.

Robert Cunningham, Principal of Pathway Consulting Service, LLC, has over 40 years of experience in NEPA, natural resources and Federal realty planning (including rights-of-way siting), and multi-agency land management at the local, regional, and national levels of the Federal government.

He has extensive experience in land management planning, hydropower licensing, broadband siting, cost recovery, and special uses.

Bob, certified in the SES, served as USDA's: charter member for oversight of the Administration's Rapid Response Team for Transmission; representative to the Western Electricity Coordinating Council; manager of the EIS for the West-wide Energy Corridor designations; and participating author of the nine-agency MOU for electric transmission.

Bob has engaged in government-wide NEPA improvement while at CEQ, the U.S. House of Representatives, NSF, and as Assistant Director for NEPA at the USFS' national office.
# Power Up Your NEPA with the Facilitated Planning Approach

## TYPICAL NEPA PROCESS vs FACILITATED NEPA/INFORMED FACILITATION

<table>
<thead>
<tr>
<th>Typical NEPA Process</th>
<th>Facilitated NEPA/Informed Facilitation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Risk averse culture, fear of litigation, lack of legal knowledge</td>
<td>Risk of litigation minimized through clear strategy and focused, accurate, analysis based on cause-and-effect analyses; Provides experience and expertise with the science, analysis, and your agency’s NEPA and planning policies, increasing certainty and consistency</td>
</tr>
<tr>
<td>Excessive documentation; project scale/impact intensity not considered</td>
<td>Emphasis on need and interdisciplinary cause-and-effect relationships focuses mitigation and impact analyses; concise EAs/EISs/CEs commensurate with impact</td>
</tr>
<tr>
<td>Staff lack clear roles and responsibilities; Decision-making not standardized or consistent</td>
<td>Management and staff perform appropriate roles efficiently, within inherent governmental responsibilities; planning progresses efficiently and productively</td>
</tr>
<tr>
<td>NEPA Coordinators end up being project managers because the agency is underfunded/understaffed</td>
<td>Supports Teams and Managers by facilitating a focused, interdisciplinary, and systematic planning process, writing the document concurrently with the progress of the analysis with self-correcting process; Provides analytic support through scientific document review and specialty expertise, substantially increasing workforce capacity</td>
</tr>
<tr>
<td>Specialist interactions are stove-piped, focusing on disciplinary interests and inconsistent positions, causing conflict and delays; specialists not motivated to comply with NEPA</td>
<td>Focuses on communication of underlying needs and issues to create common understandings and collaborative solutions, minimizing conflict; Interdisciplinary understanding, integration, and support reduces specialist’s time in writing duplication; Cross-trains Management and Staff</td>
</tr>
<tr>
<td>Costly delays due to “reinventing the wheel”</td>
<td>Planning progresses smoothly, collaboratively, productively, and cost-effectively, building on and refining previous work by the interdisciplinary team, management, stakeholders, and the public; Diverse opinions and expertise are sought, valued, supported, and integrated affirmatively into planning and decision-making</td>
</tr>
<tr>
<td>Contracting does not appear to save time or leverage specialists’ expertise</td>
<td>Contracted Informed Facilitator partners with NEPA Coordinator, Project Manager, and Teams to leverage agency expertise and data, develop and implement productive planning strategies, keep projects on task, focus data and analysis needs, minimize the burden of writing by specialists, and avoiding “reinventing the wheel” by correcting and advancing the documentation concurrent with the progress of the analysis</td>
</tr>
<tr>
<td>NEPA is encyclopedic, not analytic</td>
<td>Focuses on need for action and cause-and-effect relationships, resulting in addressing only the alternatives, mitigation, and impacts necessary for informed decision-making documented in concise and focused documents</td>
</tr>
<tr>
<td>The NEPA process is too long, resulting in lack of trust and long-term engagement</td>
<td>Stakeholders and Team engaged at appropriate times; involvement is productive and timely; constant and productive progress facilitates engagement and interest</td>
</tr>
</tbody>
</table>
Environmental Workshops and Training (SIN 899-3)

1. Powerful Planning Using NEPA and the Facilitated Planning Approach
2. Effective NEPA Document Review under Section 309 of the Clean Air Act for the Environmental Protection Agency
3. Conducting Effective NEPA Document Reviews for NEPA Practitioners and Managers
4. Conducting Quality Cumulative Impact Analyses under the National Environmental Policy Act (NEPA)
6. The National Environmental Policy Act: Powerful Planning Focusing on Purpose and Need
7. Developing and Implementing Effective NEPA Planning Strategies

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Days</th>
<th>Minimum Number of Participants</th>
<th>Maximum Number of Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Powerful Planning Using NEPA and Facilitated Planning</td>
<td>2</td>
<td>10</td>
<td>30</td>
</tr>
<tr>
<td>2. Effective NEPA Document Review – Section 309: Clean Air Act</td>
<td>3</td>
<td>10</td>
<td>30</td>
</tr>
<tr>
<td>3. Conducting Effective NEPA Document Reviews for Practitioners</td>
<td>3</td>
<td>10</td>
<td>30</td>
</tr>
<tr>
<td>4. Conducting Quality Cumulative Impact Analyses - NEPA</td>
<td>2</td>
<td>10</td>
<td>30</td>
</tr>
<tr>
<td>5. NEPA: A Dialog of Understanding for Quality Planning</td>
<td>2</td>
<td>10</td>
<td>30</td>
</tr>
<tr>
<td>6. NEPA: Powerful Planning Focusing on Purpose and Need</td>
<td>3</td>
<td>10</td>
<td>30</td>
</tr>
<tr>
<td>7. Developing and Implementing Effective NEPA Planning</td>
<td>3</td>
<td>10</td>
<td>30</td>
</tr>
</tbody>
</table>
1. Powerful Planning Using NEPA and the Facilitated Planning Approach

This interactive workshop, individually tailored for the Federal/state agency requesting training, focuses on conducting effective and practical NEPA planning processes and impact analyses using the proven NEPA Facilitated Planning Approach, ensuring complete and adequate planning strategies and environmental impact analyses.

The emphasis on practical planning processes and strategies, based on powerful and readily implementable planning approaches, includes CEQ regulations and guidance, the agency NEPA procedures, court decisions and precedents, and effective planning tools and processes.

This workshop can be tailored to beginner and advanced NEPA practitioners, reviewers, and managers for the specific agency, and can be effectively used to improve interdisciplinary working relationships within the agency and with cooperating and commenting agencies.

The workshop uses a combination of lecture, facilitated discussion, and “real life” case studies, tailored to each individual audience, to ensure that participants learn NEPA and effective methods of environmental planning and document preparation that can be used directly in their work.

2. Effective NEPA Document Review under Section 309 of the Clean Air Act for the Environmental Protection Agency

This interactive workshop, tailored specifically for the Environmental Protection Agency and its client Federal and state agencies, focuses on conducting effective reviews of agency NEPA documents for adequacy of analysis and severity of environmental impacts, then developing commenting strategies pertinent to environmental and political issues, policies, and precedent.

The emphasis on practical review processes for analysis of NEPA document content and analyses includes CEQ and EPA guidance, court decisions and precedents, and effective review tools and processes, including a proven Document Review Packet.

This workshop can be tailored to beginner and advanced NEPA reviewers and practitioners, and can be effectively used to improve working relationships between EPA reviewers and Federal and state agency NEPA practitioners and managers.

The workshop uses a combination of lecture, facilitated discussion, and “real life” case studies, tailored to each individual audience, to ensure that participants learn NEPA and
effective methods of document review and commenting that can be used directly in their work.

3. Conducting Effective NEPA Document Reviews for NEPA Practitioners and Managers

This interactive workshop, individually tailored for the Federal/state agency requesting training, focuses on conducting effective reviews of agency NEPA documents for adequacy of analysis and severity of environmental impacts for improving the quality of agency NEPA documents and providing comments to other agencies.

The emphasis on practical review processes for analysis of NEPA document content and analyses includes CEQ guidance, court decisions and precedents, and effective review tools and processes, including a proven Document Review Packet.

This workshop can be tailored to beginner and advanced NEPA reviewers and practitioners, and can be effectively used to improve working relationships between agency reviewers and Federal and state agency NEPA practitioners and managers.

The workshop uses a combination of lecture, facilitated discussion, and “real life” case studies, tailored to each individual audience to ensure that participants learn NEPA and effective methods of document review and commenting that can be used directly in their work.

4. Conducting Quality Cumulative Impact Analyses under the National Environmental Policy Act (NEPA)

This interactive workshop, individually tailored for the Federal/state agency requesting training, focuses on conducting effective and practical NEPA cumulative impact analyses, including selecting the proper scope of analysis and decisions, developing the appropriate baseline, incorporating correct past, present, and reasonably foreseeable future actions, and conducting complete and sufficient cumulative impact analyses.

The emphasis on practical planning and impact processes and strategies, based on powerful and readily implementable planning approaches, includes CEQ regulations and cumulative impact guidance, Environmental Protection Agency cumulative impact guidance, court decisions and precedents, and effective impact analysis tools and processes.

This workshop is tailored to advanced NEPA practitioners, reviewers, and managers, and can be effectively used to improve interdisciplinary working relationships within the agency and with cooperating and commenting agencies.
Participants actively discuss cumulative impact analysis cases, implementing the process for conducting cumulative impacts systematically, within the framework of NEPA, the CEQ regulations, CEQ and EPA guidance, and legal precedent.

A variety of cumulative impact analyses, including quality analyses, prepared by other agencies are reviewed and local cases analyzed.


This highly consultative and tailored workshop is intended for agency managers and advanced NEPA practitioners in several agencies to work together in a safe and facilitated environment to create a common language and understanding of the legal and practical application of NEPA and the CEQ implementing regulations according to each agency’s policies.

This facilitates better understanding of the policies, processes, and organization of each agency to foster better working relationships, to identify and affirmatively address areas of conflict and to cooperatively develop practical and effective means for issue resolution acceptable to all participating agencies; and to create interpersonal and interagency trust, affirmative patterns of communication, and positive mutually beneficial long-term relationships.

6. The National Environmental Policy Act: Powerful Planning Focusing on Purpose and Need

This highly consultative workshop, individually tailored for the Federal/state agency requesting training, is intended for agency managers and advanced NEPA practitioners to learn effective methods for determining and articulating in writing the specific and focused need for action and objectives (purpose and need) and the scope of decisions to be made.

This workshop focuses on interdisciplinary processes for identifying the connected and similar actions included within the scope of a particular decision to be made, and conducting the analysis necessary to determine the true underlying problem that needs to be addressed.

Participants learn how to identify the possible metrics for evaluating effectiveness (objectives) and select the most appropriate for developing the array of reasonable alternatives and conducting effectiveness monitoring after project implementation.
Using real case studies, participants learn how to make the discretionary administrative decisions necessary for identifying and selecting the scope of the need(s) for action, objectives, and scope of decisions to be made from the array of possible scopes, with well-reasoned rationale.

Participants actively discuss and evaluate actual NEPA documents appropriate for their agency and learn to implement the process for initiating their planning process clearly with clear analysis and documentation of their need for action, objectives, and scope of decisions to be made, within the framework of NEPA, the CEQ regulations, CEQ and EPA guidance, and legal precedent.

7. Developing and Implementing Effective NEPA Planning Strategies

This highly consultative and tailored workshop uses the proven NEPA Facilitated Planning Approach to work the interdisciplinary planning team through a specific NEPA planning effort, simultaneously training the participants in developing effective NEPA planning and implementation strategies.

The workshop uses the CEQ regulations and guidance, agency NEPA procedures, legal cases, and the proven Facilitated Planning Approach to develop the purpose and need, scope of decisions to be made, issues using cause-and-effect relationships, a reasonable array of alternatives and specific mitigation measures, and strategies for integrating other environmental laws and conducting impact analyses, including any necessary cumulative impact analyses.

The interdisciplinary team, with the consultant, begins preparation of the NEPA document content and a public involvement strategy.

The consultant can also be available for long-term support of the NEPA planning effort.
**Price List**

- The following prices and labor fees are incorporated into the contract. Prices for years beyond the 5-year option period beginning 10/26/19 are subject to reevaluation at the time of option renewal. Prices include the required 0.75% Industrial Funding Fee (IFF). Training courses are priced per course.

- Environmental Planning Strategies, Inc. will accept contracts for both Labor-Hours/Costs and Firm-Fixed Price.

- The net prices identified for government include the 0.75% Industrial Funding Fee.

- All prices listed do not include expenses, training manuals, travel, and other direct and indirect costs.

- Any 2-day workshop can be expanded to 3 days at the regular cost of a 3-day workshop plus expenses and other direct costs. Any 3-day workshop can be expanded to additional days up to 5 days at $110.00/hour, including preparation time, plus expenses, copying, shipping, and other direct costs, as negotiated for each contract/task order.

- Prices for workshops listed include workshop, certificates, name tents, sign-in sheets, pen, highlighter; does not include manuals, shipping, printing, travel expenses, and other expenses required/negotiated by client.

**Prices for Training (SIN 899-3), 10/26/2019-10/25/2024:**

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<tr>
<td>Environmental</td>
<td>2 Days</td>
<td>$6,297.92</td>
<td>$6,417.58</td>
<td>$6,539.51</td>
<td>$6,663.76</td>
<td>$6,790.38</td>
</tr>
<tr>
<td>Training</td>
<td></td>
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<tr>
<td>Environmental</td>
<td>3 Days</td>
<td>$7,601.32</td>
<td>$7,745.75</td>
<td>$7,892.92</td>
<td>$8,042.88</td>
<td>$8,195.70</td>
</tr>
<tr>
<td>Training</td>
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**Prices for Consulting (SIN 899-1), 10/26/2019-10/25/2024:**

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<tbody>
<tr>
<td>Integrated Planning and Review</td>
<td>$203.93/hr</td>
<td>$207.80/hr</td>
<td>$211.75/hr</td>
<td>$215.77/hr</td>
<td>$219.87/hr</td>
</tr>
</tbody>
</table>

**Education and Experience**

The following is required for the identified Labor Category: Master’s Degree in natural resources or related degree; at least 25 years experience in environmental planning, NEPA compliance, government experience (either as a government employee and/or in partnership with the government) and successful environmental planning facilitation.
You Obtain the Skills and Experience of Judith Lee

Environmental Planning Strategies, Inc.®

JUDITH L. LEE
President/Senior Analyst

4621 Kelling Street        Office: 563-332-6870 Fax: 563-332-0931
Davenport, IA 52806        Cell: 563-505-4997
jlee@lee-eps.com           www.jlee-eps.com www.lee-cunninghamipr.com
GSA: GS-10F-0046R, Schedules 899-1 and 899-3       EDWOSB

NEPA and Environmental Planning
Facilitated Planning/Informed Facilitation
Collaborative Public Engagement
Conflict Avoidance and Resolution
Inherently Governmental Responsibility
Analytic Document Review
Cumulative Impact Analyses
Purpose and Need Analysis
Document Review for Quality of Analyses
Section 404 of the Clean Water Act
Transportation Planning and FHWA Training
Integration of NEPA and crosscutting laws
EXPERIENCE

President/Senior Environmental Analyst, Environmental Planning Strategies, Inc. 1994-present

- Over 30 years experience nationwide in developing and implementing planning strategies for and managing complex and often politically-charged and controversial Environmental Impact Statements (EISs) and Environmental Assessments (EAs) and other large environmental planning efforts such as landscape/site-specific Integrated Natural Resources Management Plans (INRMPs), leveraging the expertise of highly skilled agency personnel and contractors using the Facilitated Planning/NEPA Approach/Informed Facilitation.

- Since 1988, using the Facilitated Planning/NEPA Approach/Informed Facilitation, develops and facilitates highly tailored consultative NEPA and environmental planning training for all federal and state agencies, including cumulative impact analysis, purpose and need, reviewing NEPA documents, and powerful environmental planning.

- Ensuring full strategic compliance with NEPA and state laws, and preparation of NEPA documents, conducts project review for NEPA compliance.

- Facilitating effective and focused strategies for cumulative impact analysis.

- Using the Facilitated Planning/NEPA Approach and Informed Facilitation, systematically facilitates interdisciplinary teams through entire NEPA and planning processes, preparing the document concurrently with the progress of the analysis in an efficient self-checking and constant review and correction approach. This includes internal and public scoping and public involvement strategies, focusing the purpose and need, scope of decisions to be made, issues using cause-and-effect relationships, array of reasonable alternatives, and impact analyses, including cumulative impact analyses and the analysis and integration of forecasted land use changes (indirect/secondary impacts) for CEs/EISs/EAs/environmental planning. All documents are prepared using a proven reader-friendly analytic and concise format that has been accepted by all agencies using the services of Environmental Planning Strategies, Inc. for NEPA compliance and planning. This approach avoids or neutralizes environmental conflict, and EPS is often requested for managing existing environmental conflict.

- Using the proven 10-step process developed by Environmental Planning Strategies, Inc. for and used by US EPA, reviews NEPA and environmental planning documents prepared either internally or by third party contractors for quality of analysis and effectiveness of format and assists in revising documents for clarity, accuracy, and conciseness. These reviews often result in quality rewrites using a reader-friendly analytic format incorporating concise and quality environmental planning and impact analyses.

- Environmental Planning Strategies, Inc. is also experienced with the analyses and preparation of quality Department of Defense Integrated Natural Resources Management Plans (INRMPs) per the Sikes Act and other landscape planning.

- Typically is fully responsible for managing the entire process efficiently, including team and collaborative facilitation, leadership, and coaching, interdisciplinary
analysis process, public involvement, and concurrent documentation, review, and correction.

• No document facilitated or assisted by Environmental Planning Strategies, Inc. has ever been litigated, despite clear threats of legal challenge.

Consultant and Manager, Environmental Quality Circle, Shipley Associates (Shipley Group) 1988-1994

• Managed the Environmental Quality Circle nationwide, hiring and training new consultants, ensuring program quality, consulting, developing new workshops, assisting in marketing products.
• Most-requested consultant for dynamic NEPA training and interdisciplinary consulting.
• Actively led, facilitated, and documented complex natural resource allocation problems involving various profit and nonprofit agencies and publics, sensitive political issues, and complicated social and environmental economic analyses.
• Facilitated, conducted analyses, developed alternatives for, and managed complex EAs and EISs involving FS timber sales and USDA and DOI wildlife damage management.
• Developed and implemented effective strategies for public and agency involvement and engagement.
• Developed the strategies for, facilitated, and implemented successful complex environmental conflict resolution efforts, including for the FS in R-3, Catron County, NM.


• Program Manager with full responsibility for wildlife habitat management development and implementation, budget development, subject matter expert on NEPA, managing interdisciplinary teams for EAs, including timber sales, and Forest Plans.
• Managed federal wildlife habitat and management programs on three National Forests.
• Conducted analysis for and prepared NEPA compliance documents for natural resources projects, including timber sales and range management.

Assistant Research Scientist, New York Department of Environmental Conservation 1976-1980

• Managed statewide program for and engaged in research on threatened and endangered reptiles and amphibians, with full responsibility for program identification, initiation, and implementation of research and management of threatened and endangered reptiles and amphibians.
• Conducted original research and habitat evaluation with the internationally known and respected Curator of Reptiles, New York Zoological Park (Bronx Zoo).
• Developed and published an effective ranking system for identifying priorities for management of threatened and endangered species in New York State.
• Proposed and implemented new research and management projects, published research results, and coordinated research on threatened and endangered species statewide.

PROFESSIONAL PUBLICATIONS


ACADEMICS AND TRAINING

Utah State University, 1982 University of Maine, 1976
MS, Wildlife Biology BS, Wildlife Management
✓ US Institute for Environmental Conflict Resolution: Conflict Skills for Environmental Leaders, San Francisco, 11/2-4/2010
✓ EPA Conflict Prevention and Resolution Center Services Contract Roster
✓ Family Law Mediation, C. Crilley, JD, Hiawatha, IA 3/5-9/2018
1a. **Table of Awarded Special Item Number(s):** 899-1, 899-1RC, 899-3, and 899-3RC, 00CORP-500, 00CORP-500RC

1b. **Hourly Rates:** See information in table above per GS-10F-0046R Modification PS-0018.

2. **Maximum Order:** $1,000,000.00 *(Please contact the contractor for orders over $1,000,000.00)*

3. **Minimum Order:** $100.00

4. **Geographic Coverage (delivery Area):** Domestic and Overseas

5. **Point(s) of production (city, county, and state or foreign country):** Davenport, IA, Scott County

6. **Discount from list prices or statement of net price:** Government net prices (discounts already deducted and incorporated into stated prices).

7. **Quantity discounts:** Not applicable.

8. **Prompt payment terms:** Net 30 days; Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions

9a. **Notification that Government purchase cards are accepted up to the micro-purchase threshold:** Yes

9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** Yes

10. **Foreign items (list items by country of origin):** None

11a. **Time of Delivery (Contractor insert number of days):** Due to the nature of the services offered, time of delivery is specified on each task order.

11b. ** Expedited Delivery:** Expedited delivery is not available due to the nature of the services offered; therefore, this is not applicable.

11c. **Overnight and 2-day delivery:** Overnight and 2-day delivery are not available due to the nature of the services offered; therefore, this is not applicable.

11d. **Urgent requirements:** Environmental Planning Strategies, Inc. does not have an “urgent requirements” clause in its contract due to the nature of the services offered; therefore, this is not applicable.

12. **F.O.B Points(s):** Not applicable (Services)

13a. **Ordering Address:** Environmental Planning Strategies, Inc.
    4621 Kelling Street
    Davenport, IA 52806

13b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. **Payment address:** Environmental Planning Strategies, Inc.
    4621 Kelling Street
    Davenport, IA 52806
15. Warranty provision: Contractor’s standard warranty for services.
16. Export Packing Charges (if applicable): Not applicable
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Contact contractor
18. Terms and conditions of rental, maintenance, and repair (if applicable): Not applicable
19. Terms and conditions of installation (if applicable): Not applicable
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): Not applicable
20a. Terms and conditions for any other services (if applicable): Not applicable
21. List of service and distribution points (if applicable): Not applicable
22. List of participating dealers (if applicable): Not applicable
23. Preventive maintenance (if applicable): Not applicable
24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): Not applicable
24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/.

25. Data Universal Numbering System (DUNS) number: 94-876-8478
26. Notification regarding registration in System for Award Management (SAM) database: Registered and current

Environmental Planning Strategies, Inc. acknowledges that the Service Contract Labor Standards (formerly the Service Contract Act; SCA) is applicable to this contract as it applies to the entire Environmental Services Schedule and all services provided. No specific SCLS labor categories have been identified as being subject to the standards due to exemptions for professional employees (FAR 22.1101, 22.1102, and 29 CFR 541.300); however, all compensation is in accordance with the applicable wage determination(s) for the locations (i.e. nationwide) in which work is performed. If, and/or when the contractor adds labor categories/employees to the contract through the modification process, the contractor will inform the Contracting Officer and establish an SCLS compensation matrix identifying the GSA labor category titles, the occupational code, labor category titles, and the applicable wage determination number.